

## **ITEM 2, Redistricting Commission Agenda of February 3, 2011**

### **Article III, Section 3**

#### **Proposed New Section for Operating Procedures of Redistricting Commission**

The Chairperson of the 2010 Redistricting Commission will be the point of contact for the Chief of Staff and will supervise her work for the purpose of performance evaluation. The Vice-Chairperson will be the designated alternate should the Chairperson not be available.

The Redistricting Commission requires that the process of redistricting be open and transparent to the fullest extent possible. It is only with the trust and cooperation of the public that we can succeed in our task. To ensure that our standards are met, Commissioners require the Chief of Staff to abide by the following:

- The Chief of Staff shall keep a log of all substantive communications the Chief of Staff has with the public, organizations or interest groups. This log will be published on the Redistricting Commission website. The log will include the name of the person or organization, date of contact and general description of the communication.
- The Chief of Staff will also collect information for a similar log from Commissioners and publish this on the Redistricting Commission website.
- The Chief of Staff shall not have private meetings or discussions with the Mayor, or any member of the City Council, or their representatives. This provision, however, is not intended to prohibit the discussion by the Chief of Staff with such persons of procedural information, such as discussion of the time, place and list of items on the agendas of upcoming meetings, or conversations necessary to coordinate the holding of public meetings.
- The Chief of Staff must keep the website current.